



National Aeronautics and  
Space Administration  
Washington, DC 20546

## Procurement Notice

PN 22-14

October 20, 2022

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### **Revisions to NFS 1807.103 Agency-head responsibilities, and NFS 1835.016, Broad agency announcements (NFS Case 2022-N016)**

**PURPOSE:** The purpose is to revise the requirement at NFS1807.103, Agency-head responsibilities, and NFS 1835.016, Broad agency announcements, to clarify when an acquisition plan is applicable to BAAs.

#### **BACKGROUND:**

As part of continued NASA acquisition process improvements, changes were made to provide rigor in the process by requiring the use of an Executive Summary presentation for all NASA Headquarters procurement strategy meetings (PSMs), and a written acquisition plan for all Category 1 projects as defined in NPR 7120.5, NASA Space Flight Program and Project Management Requirements. However, the requirement was refined due to lessons learned resulting from the issuance of PN 22-03. Recently PN 22-12, amended the applicability of the Executive summary presentation and written acquisition plan to only acquisitions for human space flight end item(s), significant radioactive materials, or acquisitions with a total estimated dollar value of \$2 Billion or greater.

The changes in this PN will clarify the applicability of acquisition plans to Broad Agency Announcements (BAA). All BAAs with a total estimated dollar value of \$2 Billion or greater will require the use of an Executive Summary presentation and written acquisition plan. Also, Announcements approved by the Senior Procurement Executive (SPE), in accordance with NFS 1835.016 (a)(i)(C), with an estimated value of \$500 Million or greater will require a PSM and Executive Summary presentation approved by Headquarters, unless otherwise designated. The application of a PSM for all other announcements within any dollar value will be at the discretion of the SPE. Therefore, this PN provides the necessary changes to NFS 1807.103 and 1835.016.

**ACQUISITIONS AFFECTED BY CHANGES:** This revised policy is applicable to all acquisitions issued after the effective date of this PN.

**ACTION REQUIRED BY CONTRACTING OFFICERS:** Ensure compliance with the revised NFS policy.

**PROVISION AND CLAUSE CHANGES:** None

**NFS PART(S) AFFECTED:** 1807,1835

**PIC or PCD CHANGES:** None

**TYPE OF RULE AND PUBLICATION DATE:** These changes do not have a significant effect beyond the internal operating procedures of NASA and do not have a significant cost or administrative impact on contractors or offerors, and therefore do not require codification in the Code of Federal Regulations (CFR) or publication for public comment.

**HEADQUARTERS CONTACT:** Erica D. Jones, NFS Manager, Headquarters, Office of Procurement, Procurement Management & Policy Division (PM&PD), (256) 544-6720, email: [erica.d.jones@nasa.gov](mailto:erica.d.jones@nasa.gov)

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**Enclosure**

NFS changes indicated in **[bold text]** for additions or by ~~strikethrough~~ for deletions.  
Text unchanged shown as asterisks \*\*\* or \*\*\*\*\*.

## PART 1807 ACQUISITION PLANNING

### Subpart 1807.1—Acquisition Plans

#### 1807.103 Agency-head responsibilities.

(e)(i) Except as provided in paragraph (e)(iii) of this section, acquisition plans shall be prepared according to the following:

(A) Acquisitions for human space flight end item(s) significant radioactive materials (defined as levels of radioactive material onboard spacecraft and/or launch vehicle that require nuclear launch authorization by the Administrator or Executive Office of the President as described in NPR 8715.26), or with a total estimated dollar value of \$2 Billion or greater **[(including Broad Agency Announcements),]** by a Headquarters Procurement Strategy Meeting (PSM) Executive Summary presentation and a written acquisition plan.

(B) Acquisitions with a total estimated dollar value of \$500 million or greater, or otherwise designated by the Senior Procurement Executive (See 1801.603-1), by a PSM and Executive Summary presentation approved by Headquarters, unless otherwise delegated.

(C) Acquisitions with a total estimated dollar value below \$500 million, or not otherwise designated by the Senior Procurement Executive and expected to exceed \$10 million, by installation-approved PSMs or written acquisition plans.

(D) Acquisitions with a total estimated dollar value not expected to exceed \$10 million, in accordance with installation procedures.

(ii) The total estimated dollar value of the acquisition shall include the values of multiple awards, all options and all phases of a phased acquisition.

(iii) Unless otherwise designated by the Senior Procurement Executive, acquisition plans are not required for the following:

(A) Orders issued against an enterprise contract in Appendix A

(B) Broad agency announcements or unsolicited proposals.

(C) Basic research from nonprofit organizations.

(D) Utility services available from only one source.

(E) Industrial facilities required in support of related contracts.

(F) Acquisitions from any of the mandatory Government sources listed at FAR 8.002 and 8.003.

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**1835.016 Broad agency announcements.**

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**[(a)(iv) Announcements authorized by paragraph (a)(i)(C) of this section with a total estimated dollar value of \$500M or greater, or otherwise designated by the Senior Procurement Executive, shall be supported by a Procurement Strategy Meeting and Executive Summary presentation approved by Headquarters, unless otherwise delegated.]**

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